



# THE BEAT AFTER SCHOOL PROGRAM

(Formerly Known as Tween Time)

The BEAT is a **FREE**, supervised, after school program at Graham Middle School.

**PLEASE TAKE A FEW MINUTES TO CAREFULLY READ THE FOLLOWING IMPORTANT INFORMATION**

## **When does The BEAT take place?**

Wednesday, September 7, 2011 – Friday, May 25, 2012

Regular Days: 3:00-6:00 pm

Minimum Days: 12:20-6:00 pm

For more information, please  
contact Bridget Eddings at the  
City of Mountain View Recreation  
Division at (650) 903-6402

## **Where?**

Rooms 40 & 41 (next to football field)

## **Who is eligible to participate in The BEAT?**

All students attending Graham Middle School are eligible to participate in the after school program. Students of all ages, skill levels, ethnicities, languages and backgrounds are encouraged to register! For your child's safety, students are eligible for this program only if they attend Graham during the day.

## **THE BEAT'S SCHEDULE:**

School is released at 3:00 pm

3:00-3:15 pm: Check in and Announcements

3:15-4:15 pm: Homework Assistance in room 40 or 41

4:15-4:30 pm: Rec Talk (review of daily activities)

4:30-5:15 pm: Choice between two recreation stations

5:15-6:00 pm: Choice between two recreation stations

\*Pick up takes place in between 5:45 pm – 6:00 pm.

\*\*Minimum days will follow a similar schedule, but will begin at 12:20 pm and more recreation activities will be offered throughout the program.

## **COMPONENT STATIONS:**

**HOMEWORK ASSISTANCE** – Homework Assistance occurs Monday through Friday. There are two rooms that students can choose to work on homework in – the Homework Center (room 40) or the Homework Lounge (room 41). The Homework Center will provide students with a more “classroom” type environment to work, while the Homework Lounge will provide a more “Coffee Shop” style environment with beanbags and boom boxes with headphones for students to work. School District staff will assist with homework in the Homework Center, while Recreation staff will assist students with homework in the Homework Lounge. All staff in both rooms will enforce a positive, interactive, yet quiet study environment for students.

**RECREATION STATIONS** – At least two Recreation activities will be planned each day, and participants will have the opportunity to choose which activity they would like to participate in. They can choose to stay in the same activity for the last two rotations or switch to another activity for the last rotation. Once a participant chooses which activity they would like to participate in, they must remain in that activity for the entire rotation. Activities include indoor and outdoor recreation activities (such as games, sports, tournaments, and team building), as well as enrichment activities such as cooking days, arts & crafts, science activities and more.

**SUPERVISION** – The BEAT Program is staffed by trained Recreation Leaders and School District staff who create a fun and safe environment for all participants. We maintain at least a 12:1 ratio.

**SNACKS** - Snacks are not provided to participants on a daily basis. Please provide your child with an extra snack for after school hours.

**Checking In:** In order for your teen to participate, he/she must check-in within 5 minutes of the end of school. If your teen arrives 5 minutes after the bell, a note from a teacher or coach must be presented to staff to enter the program. By 3:05 pm, participants should be checked into program. Participants should check into room 41 first, then may go to room 40 for homework if they choose or continue to stay in room 41.

**Stay and Play Policy:**

The BEAT's Stay and Play policy requires that once a participant signs into program, they may not sign out until 5:45 pm. Staying until 5:45 pm allows for participants to receive the full benefit of the program. If a participant needs to leave early for appointments, sports, etc., the parent must communicate to a staff member directly *and* provide them with a written note (if the participant signs themselves out) allowing them to leave early. Participants who check themselves out, must immediately head home, and may not linger on the Graham campus.

**Participants who do not abide by this policy will be removed from the program.**

**Picking up your Teen:**

The BEAT operates from the time school is released until 6:00 pm, and pick-up takes place in between 5:45-6:00 pm. It is your responsibility and obligation to ensure that your teen is picked up **no later than 6:00 pm**. Parents must check in with a staff member and sign out their teen on the roster. As a reminder, parents may elect for their teen to sign out on their own, however, the participant may not sign out until 5:45 pm (See the Stay and Play policy).

**Late Pick-up Policy:**

Parents/Guardians who arrive late to pick up their teen(s) from any Recreation program will pay a fee of \$6.00 per 15 minutes and the parent/guardian will receive a participation violation form. Three participation violation forms per trimester will result in the removal of your teen from the program. Please ensure that you plan accordingly so that you will arrive on-time to pick up your teen(s). If you are allowing your child to walk, bike or skate home, they must leave the school campus as soon as program ends. **PARTICIPANTS ARE NOT ALLOWED TO WAIT OUTSIDE FOR THEIR RIDE.** It is the parent's/guardian's and teen's responsibility to ensure that everyone knows and understands all rules, regulations, and standards.

**Behavior Guidelines:**

The BEAT has guidelines that all participants must abide by to stay in the program. A behavior contract must be signed by both the participant and parent prior to the teen attending program. Please review the attached guidelines sheet with your teen, sign, and turn into a staff member.

**Consequences for Teens Who Choose Not to Follow Guidelines:**

If your teen does not comply with the program rules/guidelines, you will be notified and a behavior violation may be issued. Participants who receive three behavior violations within the trimester will be removed from the after school program for the remainder of the school year.

*\*All behavior violations and late pick-up forms must be signed and returned (with money if applicable) the next day after the violation is issued. Your child may not return back to The BEAT unless the required materials are returned to staff.*

**You may register your teen into The BEAT by completing the following items:**

- Registration form
- Behavior Contract

Students may not attend program until these two forms are completed and turned in. Once the forms are turned in, your teen will be added to the roster and will be ready to attend the program. You may submit the forms to the Graham Middle School main office, to the Mountain View Community Center located at 201 S. Rengstorff Avenue in Mountain View, or to a BEAT staff member.

**We will see you at the BEAT!**